

**ARIZONA DEPARTMENT OF PUBLIC SAFETY
STUDENT TRANSPORTATION , Mail Drop 1250
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CHECKLIST FOR SCHOOL BUS DRIVER RENEWAL DOCUMENTS

Dear Employer:

The following are **ALL required** (by law) in order to **maintain certification** as a school bus driver in the state of Arizona:

1. School Bus Driver Cover Sheet
(formerly called Audit Form) Must accompany all documents except Driver Training Reports.
2. Physical examination Must be renewed according to the time frame the medical examiner indicates on the form – usually every 24 months. The entire completed form is required as proof .
3. Drug screen Annual (9 panel), Random & Post-Accident are required . The laboratory RESULTS must be included .)
4. Proof of first aid and CPR training On or before expiration date, submit a Driver Training Report–OR--copy of front and back of cards.
5. Driver Training Report showing 6.5 hours of Refresher classroom training completed
(Required every 24 months)